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19 October 1948

MEMORANDUM FOR: DIRECTOR, CIA

THROUGH: Deputy Director, CIA

FROM: Assistant Director, OSO
Assistant Director, OO
Assistant Director, OPCSUBJECT: Establishment of a secure and orderly procedure
for the handling of individuals seeking to
present proposals involving covert intelligence
or operational activities.

1. The Problem. With increasing frequency over a period of time, individuals have been arriving in the United States and coming to Washington to present proposals of their own or on behalf of foreign organizations which they purport to represent, involving covert intelligence and operational activities. There having been no agreed procedure for the orderly handling of such persons within this government, these persons have been handled on a hit or miss basis and often in such a way as to prejudice seriously the security of certain of the most sensitive agencies of this government.

2. Discussion. The typical case is that of a foreign individual, perhaps a Russian, a Yugoslav or a Pole, who arrives in this country equipped with letters of introduction to important governmental personages and which letters he has in some manner managed to obtain from American officials or other influential personages abroad. After creating a considerable stir in New York, this person makes his way to Washington and proceeds to make the rounds, being freely passed on from one agency to another and so on until he has run substantially the entire gamut of the intelligence establishments. He may come in at the top level of a given agency on the basis of some introduction from a member of the Congress or other influential person whose ear he has gained and whom he has impressed with his story. In the course of his rounds, this person picks up an extraordinary amount of information as to the locations, functions and names of actual individuals involved in the various intelligence agencies which he visits. Not infrequently this type of person is

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reached by a representative of the American press before his departure, and speaks very knowledgeably about the extent of the official contacts which he has "established" and the support which he has been "promised" by the American authorities with whom he has been in touch. What he divulges, and to whom, when he returns to Europe can only be imagined.

3. Conclusion. It is believed that the time is overdue for a concerted drive to prevent further recurrences of this evil by means of providing a secure and workable procedure for the handling of individuals of this nature. The first step in this direction would be for the various offices of the Central Intelligence Agency to adopt a procedure which would satisfactorily cover their requirements and interests, and at the same time reduce their exposure to an absolute minimum. Having established such a procedure for internal CIA requirements, it would then be in order to approach the other interested departments and agencies of the Government with a view to arriving at an understanding with them.

4. Recommendations. It is recommended that the following internal procedure be adopted by CIA for the handling of such persons:

(a) As a general rule [] will have the responsibility of establishing the initial contact with and interviewing persons of this character. All areas of CIA who are approached with requests to receive or interview individuals of this kind will refrain from receiving or interviewing such persons in the initial phase and will pass on the information to the Contact Branch, CO, to handle. This rule will be subject to exceptions in cases where OSO or OPC ask that for operational purposes the original or exclusive contact be exercised by themselves respectively.

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(b) [] will conduct the interviews, bearing in mind the general interests of OSO and OPC and will notify OSO and OPC of the cases which appear to be of any real interest to them, furnishing particulars based upon the interview.

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(c) In the event that OSO or OPC are interested in following up the initial interview, they will arrange to

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do so on a secure cut-out basis or avail themselves of Contact Branch cover for this purpose as may be considered most desirable.

(d) In no event will any area of CIA give such persons direct introductions to representatives of OSO or OPC or mention to them the names or positions of any persons connected with such branches.

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AREA OR COUNTRY(S)	ORGANIZATION(S)	GENERAL FUNCTION(S)	SPECIFIC FUNCTION(S)	DOC DATE CLASS
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	OO		Coordination	19 Oct.
	OPC		Security	1948
	DCI			

IDENTIFICATION OF DOCUMENT

Memo from AD/SO, AD/O, AD/PC to Director, CIA. Subject: Establishment of a Secure and Orderly Procedure for the Handling of Individuals Seeking to Present Proposals Involving Covert Intelligence or Operational Activities.

ABSTRACT NOTATION REFERENCES

Lays forth a procedure on problem of handling such persons so that they will learn a minimum about U.S. intelligence.

DOCUMENT LOCATION

HS/CSG-1516 ✓

See memo of approval from DCI dated
17 November 1948 (HS/CSG-1498)

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